

Centers for Disease Control and Prevention Orientation for New Program Managers

Monday, October 18th, 2004

Draft Agenda

"2004 National Tobacco Control Program Meeting"

The Westin Atlanta North at Perimeter

Seven Concourse Parkway

Atlanta, Georgia 3032-9937

Objectives

The orientation enables new program managers to

1. State the 4 program goals for the NCTP and the 4 program components.
2. Identify a policy objective for each goal area.
3. Identify resources that can use science-based program objectives.
4. Broadly describe the management of cooperative agreements.
5. Describe the program reporting requirements.
6. Identify at least three people in CDC's, Office on Smoking and Health or in other states whom they can use as resources.

Agenda

8:15 – 8:30	Registration and Networking
8:30 – 9:00	Welcome and Introductions Opening Remarks
8:15 – 8:30	Registration and Networking
9:00 – 9:15	Overview of NTCP
9:15 – 9:35	PGO and Cooperative Agreement
9:35 – 10:15	Components of NTCP
10:15 – 10:35	Break (20 min)
10:35 – 12:15	Components of NTCP, continued
12:15 – 1:15	Lunch with another program manager (Networking opportunity)
1:15 – 1:45	Science – based tobacco control programs
1:45 – 2:50	Components of NTCP, continued
2:50 – 3:10	Break
3:10 – 4:00	Panel: Been there, done that: program managers discuss effective programming
4:00 – 4:20	Q&A

4:20 – 4:30 Wrap up and Adjourn